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**Seattle Police Department  
Office of the Compliance Coordinator**

To: Merrick Bobb  
SPD Justice Department Monitor

J. Michael Diaz  
Assistant United States Attorney

Monitoring Team

Seattle City Attorney's Office

Seattle Mayor's Office

From: Bob Scales  
SPD Compliance Coordinator

Date: January 31, 2013

Subject: January Progress Report

The SPD Compliance Coordinator intends to provide the Monitor and DOJ with monthly progress reports that summarize the significant activities of the month. These reports will include a list of documents and materials that were provided to the Monitor and DOJ either by request or according to SPD's Schedule of Implementation matrix. The reports will also provide a summary of the upcoming events and deadlines for the next month.

**January Events**

- Monitoring Team Site Visit (Jan 8-10)
  - Meetings with Downtown Business Association, Deputy Chief Metz, OPA Director
  - Briefing on Use of Force
  - Received training and overview on CAD/RMS, MCIS, Outlook
  - Discuss Schedule of Priorities
  - Access provided to West Precinct
- Garrity - The City provided its position on the use of Garrity admonitions in use of force scenarios. (Jan 11)(SA ¶126)
- Monitoring Team Site Visit (Jan 22-24)
  - Attended Use of Force Review Board
  - Received training on IT systems (AIM, ICV, CAD, RMS)
  - Briefings on EIS, CIT, and use of force reporting
  - Meetings with OPA Auditor, OPA Director, and Community Police Commission Co-Chairs
  - Participated in ride-alongs

- New Compliance Coordinator hired (Jan 22)
- High Profile Serious Incident (Jan 27) – Monitor was notified of officer involved shooting.
- Chief’s Briefing on Officer Involved Shooting (Jan 29) – Representatives from the Monitor Team and DOJ attended the briefing.
- Administrative Assistant for the Compliance Coordinator hired (Jan 29)

### **Scheduled February Events and Deadlines**

- Monitoring Team Site Visit (Feb 11-13) – Agenda TBD
- Deadline for review of SPD’s anti-retaliation policy and its implementation. (Feb 25) (SA ¶166)
- The Monitor will meet with the Parties to determine what outcome measures will be reviewed and how the Monitor will evaluate the outcomes in measuring full and effective compliance. (Prior to delivery of Monitoring Plan on Feb 27)(SA ¶188)
- Deadline for Monitor to deliver Monitoring Plan to the Parties for review and approval. (Feb 27)(SA ¶183)

### **Materials Provided to DOJ**

- All Parties Contact List Distributed (Jan 10)
- Administrative Investigations Management – Reports User Guide (Jan 31)
- Administrative Investigations Management – Client User Guide (Jan 31)
- February Calendar for Firearms Review Board and Use of Force Review Board (Jan 31)(included with this report)
- List of SPD Electronic Systems (Jan 31)(included with this report)
- VPN User Agreement (Jan 31)(included with this report)
- Draft Policy - Manual Section 6.220 – Voluntary Contacts and *Terry* Stops (Jan 31)(included with this report)(Implementation Matrix Track #170)
- Draft Policy - Manual Section 5.140 – Bias-Based Policing (Jan 31)(included with this report)(Implementation Matrix Track #175)
- Schedule of 2013 SPD Events (Jan 31)

**SPD's Schedule of Implementation Matrix - Updates**

Track # 107 – Completed – Four detectives have been assigned.

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
107	116	29-7	Use of Force - Review	1A	FFT should be staffed with individuals with appropriate expertise and investigative skills to ensure that uses of force that are contrary to law or policy are identified and appropriately resolved; and that its investigations allow the Use of Force Committee to identify trends or patterns of policy, training, equipment, or tactical deficiencies, or positive lessons related to the use of force.	Personnel have been selected and will be assigned to FFT by 01/31/2013

Track # 175 – Policy was delivered on 1-31-13.

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
175	146	45-18	Bias-Free Policing Policy	3A	SPD will revise, as necessary, the Unbiased Policing policy, in conjunction with the Commission.	Policy to be delivered to monitoring team by 1/31/2013, will need to revisit if Community Commission calls for Policy Change

Track # 156 – CJTC CIT training schedule has been announced for 2013.

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
156	130	37-2	Crisis Intervention	1C	SPD will continue its work in providing training in verbal tactics with the goal of reducing the use of force against individuals in behavioral or mental health crisis, or who are under the influence of drugs or alcohol, and to direct or refer such individuals to the appropriate services where possible.	CJTC CIT scheduled: 1/31/2013 Minimum 50 new 40-hr trained officers by 12/2013.  CIAD Final lesson plan to monitor: 6/1/2013 1st CIAD class: 9/2013

Track # 170 – Policy was delivered on 1-31-13.

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
170	140	39-21	Stops and Detentions	1B	SPD will revise, as necessary, the Social Contact, Terry Stop, & Arrest Policy, Section 6.220, to ensure that the definitions of Social Contact and Terry Stops explicitly conform to constitutional requirements.	Policy to be delivered to monitoring team by 1/31/2013

Track # 195 – The deadline is specified in the Settlement Agreement and was incorrectly stated in the matrix.

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
195	166	46-23	OPA	4A	Within 180 days of the Effective Date, and annually thereafter, the City, in consultation with the OPA Auditor, will review SPD's anti-retaliation policy and its implementation.	<del>By 1/28/2013</del> 2/25/2013

Track# 196 - The OPA Director had a family emergency and has requested that the deadline be extended to February 12, 2013

Track #	P.	Pg -Ln	Topic	Priority	Requirement	Deadline
196	167	47-4	OPA	4A	OPA will complete an update of its Training and Operations Manual ("OPA Manual") that will formalize OPA's procedures, best practices, and training requirements.	<del>By 2/1/2013</del> 2/12/2013